



# City Council Report

**Date:** March 20, 2017  
**To:** City Council  
**Through:** Mike Kennington, Chief Financial Officer  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** One-Year Renewal Contract for Automotive Lighting, Mirrors and Safety Supplies for the Fleet Services Department **(Citywide)**

## Purpose and Recommendation

Council is requested to approve the Renewal Contract for Trailer Parts, Automotive Lighting, Mirrors and Safety Supplies as recommended.

The Fleet Services Department and Purchasing recommend authorizing the renewal with multiple vendors: Auto Safety House LLC; CLF Warehouse, Inc.; RWC International Ltd.; FleetPride (a Mesa business); and Parts Authority LLC; cumulatively not to exceed \$130,000.00 annually, based on estimated requirements.

## Background / Discussion

This contract provides trailer parts, automotive and truck lighting parts, mirrors and safety supplies for the City's diverse fleet of passenger cars, patrol sedans, pickups and utility vans plus an assortment of small engine equipment. To meet the service requirements of the City's fleet operations, vendors are required to provide quality replacement, add-on parts and timely delivery.

On April 7, 2014, Council approved the initial three-year contract with two, one-year renewal options. This is a one-year renewal contract with a one-year renewal option remaining.

This contract was bid as a percentage off of list pricing. The City awarded the contract to five vendors (out of the seven bidders) that were the lowest priced and offered the highest percentage discount. All five vendors offered to renew the contract without a price increase to their discount. The City has been satisfied with each vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

## Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

## Fiscal Impact

The annual contract amount is available through the Fleet Internal Services Fund.

## **Coordinated With**

Fleet Services and Purchasing

### **PURCHASING INFORMATION**

Action: Renewal

Procurement Type: Request for Bids

Solicitation Number: 2014151

Vendors Registered on Bid List: 60

Advertising: Arizona Republic, Bid Net, Record Reporter, Purchasing Website, Procure AZ

Downloads: 48

Responses: 7

Local Consideration: Calculating pricing by using Management Policy #214, removing 1.75% (Mesa TPT) for the purpose of bid evaluation (Factory Motor Parts) did not impact the award for Section 12.

Local Consideration: A Mesa bidder (Fleetpride) was already the lowest priced, responsive and responsible bidder (Sections 4, 8, 9, 10, 12, 14, 15 and 19). Calculating pricing by using Management Policy #214, removing 1.75% (Mesa TPT) for the purpose of bid evaluation was not necessary.

Protests Received: None

Initial Contract Term: Three years

Renewal Term: One Year

Possible Renewals: One-year renewal subject to future Council consideration

Prices: All percentages will be firm for the initial term of three years and any renewal terms, except where otherwise provided by the specifications, include all transportation, insurance and warranty costs. The City shall not be invoiced at prices higher than those stated in any contract resulting from this proposal.

Pricing Available to Other Cooperative Agencies: Yes

### **February 19, 2014 Responses**

*Bid tabulation available upon request*

## **RENEWAL RECOMMENDATION**

Description
<p>Trailer Parts, Automotive Lighting, Mirrors &amp; Safety Supplies per Contract No. 2014151, Terms and Conditions, Specifications and Pricing as offered</p> <p><b><i>Auto Safety House LLC - Phoenix, AZ</i></b> Sections 3 - Bulldog, 6 - Dexter, 7 - Dico, 13 - Hayes, 17 – Peterson 18 - Tekonsha, 20 - Unity and 22 - Whelen</p> <p><b><i>CLF Warehouse, Inc. - Phoenix, AZ</i></b> Sections 1 - Amerex and 16 – James King</p> <p><b><i>RWC International Ltd. - Phoenix, AZ</i></b> Section 5 – Cole Hersee</p> <p><b><i>FleetPride - Mesa, AZ</i></b> Sections 4 - Buyers, 8 - ECCO, 9 – Federal Signal, 10 - FIAMM, 12 - Grote, 14 - Hella, 15 - Holland and 19 – Truck-Lite</p> <p><b><i>Parts Authority LLC - Tempe, AZ</i></b> Section 11 - GE</p> <p style="text-align: center;"><b>Annual Contract Amount: <u>\$130,000.00</u></b> (cumulatively not to exceed)</p>